



INTERNATIONAL EDUCATION AGENCY - AUSTRALIA

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NEW REPRESENTATIVE QUESTIONNAIRE

International Education Agency – Australia (IEA-A) welcomes your agency’s alliance as an International Representative of IEA-A.

The purpose of this questionnaire and agreement is to assist the IEA-A Pty. Ltd. in its appointment of new agents to recruit international fee-paying students. Please complete this form and email to:

Details of organisation:

Full Details of Business entity (Please attach copies of relevant documents)

- Registered company name: _____
- Company no. or Registration no.: _____
- Business name: _____
- Company’s registered address: _____

- Telefon: _____
- Facsimile: _____
- Mobile: _____
- Email: _____
- Web: _____

Contact Person:
(Owner/Director/Manager) _____

Questions

<p>1. Please provide details of the size of the Business, the number of personnel.</p>
<p>2. Who can sign documents on behalf of the Business? What is that person's position in the Business?</p>
<p>3. What year was the Business established? How long has the Business been operating? How long has the Owner or Director or Manager been operating as an education agent?</p>
<p>4. Does the Business, the Owner, Director or Manager conduct activities other than as an education agent? If yes, please provide details.</p>
<p>5. If you recruit/planning to recruit students, to which countries do/will you recruit students?</p>
<p>6. How many students did you recruit last year and the year prior to that?</p>
<p>7. How many do you anticipate recruiting for next year?</p>

8. Do you currently represent other Education Institutions? If yes, please provide details of these institutions and the length of association.

9. What promotional work do you do to facilitate student recruitment? Please provide samples of existing promotional materials.

10. Please provide the name and contact details (address, facsimile, telephone, email) of two business referees whom we might contact, including one from an education institution.

11. Please attach any other information considered relevant to support your appointment as a recruiting agent for IEA-A